

Community Services Associates, Inc.
Finance Committee Meeting
August 19, 2020

On Wednesday, August 19, 2020, a meeting of the Community Services Associates, Inc., (CSA), Finance Committee, was held via video conference.

Roll Call

Present:	David Borghesi	Scott Calahan	Ann Esposito
	John Farrenkopf	David Herskovits	Lisa Laudermilch
	Lee Ann Leahy	Lee McCollum	John McEnery
	Don Sigmon	Richard Speer	Andrea Tarbox
	Ray Warco		

Absent: Scott Richardson

Ex-Officio: Larry Movshin

Staff:	Sam Bennett	Victoria Shanahan	Tracey McNeill
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Call to Order

The meeting was called to order by David Borghesi, Chair, at 9:00 a.m., Eastern Time.

Financial Update

Acceptance of Unaudited YTD/July Financial Statements – Victoria Shanahan

- The YTD 2020 financial statements were reviewed.

The balance sheet as of July 31, 2020, was reviewed. Total assets on an accrual basis, were \$22,759,617 an increase of \$954,416 compared to the same period last year. A total fund balance of \$22,073,643 was reported, an increase of \$1,481,004 over the same period last year.

The income statement as of July 31, 2020, YTD, was reviewed. Actual revenues over expenditures were \$4,145,025 resulting in a positive variance to budget of \$1,868,520.

The YTD/July 31, 2020 Financial Statements were approved. David Borghesi made the following motion, seconded by David Herskovits and unanimously carried:

“RESOLVED, the Community Services Associates, Inc., Finance Committee, approved recommending that the unaudited YTD/July 31, 2020 Financial Statements, as submitted be accepted by the CSA Board of Directors”.

New Business

Major Enhancements and Major Projects (MEMP) – David Borghesi

- Mr. Borghesi attended the MEMP meeting on August 7, 2020 and reported back to the Finance Committee that MEMP is focused on the reconstruction of North Sea Pines Drive from the Ocean Gate to Lighthouse Road. The survey of the roadway is nearly complete, however engineering studies are not concluded so the costs associated with the project are not known. There will be major drainage work to be completed as part of this project. They also are recommending expending funds to improve the flow of storm water through the roadside ditches throughout the community.

Gate Fee and Short Term Rental Results – Victoria Shanahan

- Ms. Shanahan reported that YTD numbers for all passes are down approximately \$500,000 for the year with the largest shortfalls coming in March, April and May. Passes issued at the gate are down slightly against prior year numbers for June, July and MTD August. The \$1 increase in daily visitor passes has not had a significant effect on issuance. Rental vouchers issued through vacation rental agencies are up over 2019 by approximately \$30,000.

Annual Report – Financial Section – Victoria Shanahan

- Ms. Shanahan had previously sent the financial portion of the CSA Annual Report to the Committee for their feedback. Mr. Speer made a motion to approve the financial portion of the CSA Annual Report. Mr. Farrenkopf seconded and the motion passed unanimously.

“RESOLVED, the Community Services Associates, Inc., Finance Committee, approves the financial portion of the CSA Annual Report”.

Auditor’s Report to the CSA Board of Directors – Victoria Shanahan

- Ms. Shanahan had previously send the Auditor’s Report to the CSA Board of Directors and the Finance Committee for their information. Members did not have any comments.

Member Comments and Discussion

Discussion of Current Policy Positions Related to Investments, Capital Replacements and Emergency Reserve Funds – David Borghesi

- Mr. Borghesi has surveyed the Committee with regards the current CSA Financial Policies on the above topics. Based on that feedback it was determined that a majority of the Committee believe the Emergency Reserve Fund should stay separate from the Capital Replacement fund and that the current level is appropriate. It was also

determined that the level of risk and term to maturity policies are appropriate. The Committee agreed that Infrastructure Reserve Policy should include stormwater infrastructure estimates.

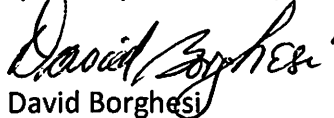
Special Tax District – How it Works – David Borghesi

- Mr. Borghesi provided to the Committee a detailed presentation on a Special Tax District including information on the process for establishing a Special Tax District, considerations and issues associated with the process, and the options regarding who would be subject to the tax and how the tax may be levied. Discussion ensued. No action was taken by the Committee.

Adjournment

With no further business to come before the Committee, Chair Borghesi adjourned the meeting at 10:00 a.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "David Borghesi", is written over the printed name.

David Borghesi
Chair